



**Fuel Tank Replacement  
for the  
City of Sedona Wastewater Treatment Plant Facility  
Request for Bids**

The City of Sedona is seeking licensed contractor services for the Wastewater Reclamation Plant Facility (WRP) located at 19655 Highway 89A, Sedona, Arizona to remove two above-ground fuel tanks, install a new aboveground fuel tank and activate the new tank for use. Proposals for this work shall be adequate to provide a complete, legally compliant and operable two-chamber 1,000 gallon total capacity (500-gallons each compartment) double-walled fuel tank suitable for diesel fuel and/or gasoline. The term fuel tank shall include piping and controls, as well as the tank.

1. Responsibilities and duties of the contractor, include, but are not necessarily limited to:
  - a. Remove the existing above-ground fuel tank from service. All liquids within the existing tanks and associated piping shall be properly removed and collected for off-site disposal. Tanks shall be purged of vapor and rendered inert prior to removal. Piping at the existing tanks' openings shall be disconnected and properly capped. Tank openings shall be capped or plugged with the exception of leaving an opening for pressure equalization.
  - b. Remove two existing above-ground fuel tanks. Tanks and piping shall be disposed of in accordance with federal, state and local regulations. Disposal shall not be on public property, unless the site is a designated disposal site. Disposal shall not be on City property. A disposal manifest shall be obtained and a copy provided to the City.
  - c. If necessary, install a concrete pad for the tank pump(s) adjacent to the tank pad.
  - d. Install an underground electrical power supply for the tank pump(s) from the existing power supply approximately 90 feet from the tank location.
  - e. Install one above-ground fuel storage tank on the existing (12' x 12') tank pad. Extend the existing pad if necessary. The tank must be a two-compartment 1,000-gallon total capacity (double 500 gallon), double-walled tank of polyplastic material complying with all applicable ASTM Standards for storage of gasoline and diesel fuel. It shall have separate fill and liquid measure capability for each of the two 500-gallon chambers.
  - f. Install a drain and valve in the existing tank pad for draining storm water from the pad.
  - g. Arrange and pass an inspection of the completed installation by the Sedona Fire Department. The City shall be provided with a copy of written evidence that the installation is acceptable to the Sedona Fire Department.
  - h. Arrange for transportation and recycle or disposal of the material removed from the tank and piping in compliance with all applicable regulations. Provide documentation of the proper recycle/disposal of the materials.

2. The existing tanks are located at 19655 Highway 89A, Sedona, AZ and the new tanks will be located at the same location.
3. The Contractor will report to the Director of Wastewater and will cooperate and confer with the Director as necessary to ensure satisfactory work progress.
4. The successful bidder shall provide all labor, materials and equipment necessary to perform the work required for the requested work.
5. Work Hours – The contractor must conduct the work at the Facility Monday through Friday 8:00 a.m. to 4:00 p.m. (City holiday's excepted), and the project must be complete within 60 days from the Notice to Proceed start date. Compensation due for the work shall be reduced by 1% for each seven days or part thereof that the work remains undone after the 60 calendar days, including weekends, allowed for the work. The definition of work includes existing tank removal, new tank installation, inspection by the Sedona Fire Department, notification to the City that the installation and work sites are ready for final inspection, and work area clean-up. Extension of the work time beyond 60 calendar days may be allowed upon request to the Director of Public Works and demonstration that the reason for extension is due to circumstances beyond the contractor's span of control. City holidays are non-work days and will not be counted as part of the 60-day period or extension thereof. Weekends are not holidays.
6. Billing for the work shall be allowed as follows:
  - a. 40 % of the bid amount on the first billing after Notice to Proceed
  - b. 50 % upon completion of the project
  - c. 10% three months after completion of the project, subject to satisfactory operation of the tank. The contractor warrants the proper installation of the tank for one year after completion of installation and shall make repairs, as necessary. Any repaired aspect of the installation shall extend the warranty of those repaired and related parts one year from the date of repair.
  - d. Disposal costs will be billed at cost plus 10% and will be paid upon payment of the final 10% payment.
7. The work and services to be performed by the contractor shall be done in compliance with applicable laws, ordinances, rules and regulations that are in effect on the date of this contract or scheduled, as of the date of this contract, to be effective prior to February 1, 2007. Any subsequent changes in applicable laws, ordinances rules or regulations, which necessitate additional work, shall constitute a change in the scope of work.
8. The contractor will be an independent contractor. All personnel assigned by the contractor work shall be, and remain at all times, employees or agents of the management firm for all purposes. The contractor shall make no representation that it is an employee of City for any purpose.

9. The contractor will be required to provide proof of workmen's compensation insurance and \$100,000 general liability insurance prior to being awarded the contract.
10. The contractor shall provide at least three references for tank installation work as part of the proposal. The reference information shall include the work location, a person associated with the owner or owner's agent who can be contacted regarding the work, and the approximate value of the work.
11. Subject to City approval, the contractor must begin work within fifteen calendar days of the start date identified in the Notice to Proceed issued by the Director of Public Works. The City reserves the right to reject any and all proposals, which are not responsive or responsible.
12. The City reserves the right to reject any and all proposals, parts of proposals, and re-advertise or re-solicit proposals. Determination of the lowest responsible bidder shall be made pursuant to City Code Section 3-4-4. Bids are to remain valid for no less than 45 calendar days.
13. Interested bidders may attend an optional pre-proposal meeting on November 30, 2006, at 2:00 PM at the Wastewater Reclamation Plant. The meeting will begin in the conference room in the administration building at the Facility.

Sealed proposals will be accepted in the Public Works Department until Friday, December 15, 2006 by 2:00 PM by utilizing the attached price cost sheet. Sealed proposals should be addressed to Patricia Livingstone, Director of Wastewater and delivered to the Public Works Department, located at 104 Roadrunner Drive, Sedona, AZ 86336. Proposals shall include a sheet showing the make and specifications for the proposed tank. The specifications shall identify at minimum, tank material, capacity, size, manufacturer, warranty, and installation guidelines. Mailed proposals shall be addressed to Patricia Livingstone, Director of Wastewater, 102 Roadrunner Drive, Sedona, AZ 86336.

For more information, contact Patricia Livingstone, Director of Wastewater, at (928) 204-7135 or [plivingstone@SedonaAZ.gov](mailto:plivingstone@SedonaAZ.gov).

# BID FORM

## CITY OF SEDONA

### Above-Ground Fuel Storage Tank at Wastewater Reclamation Plant

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Decommission existing tanks				
2.	Remove tanks & related equipment				
3.	Install new tank and pump(s)				
4.	Provide storm water drain				
5.	Pass inspection				
6.	Disposal of tank, associated equipment and contents				
7.	<b>TOTAL</b>	Lump Sum			

Bid prices submitted shall be considered to have included all local, state and federal taxes, and no additional allowance will be allowed therefore.

A \$500 bid guarantee must accompany this bid. It may be a bond or cashier's check.

Company Name \_\_\_\_\_

**Complete and attach Bidder's Affidavit to bid form.**

Bidder's mailing address

Bidder's Location

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
City, State, ZIP

Disputes related to this bid and contract shall be considered as within Yavapai County, Arizona and subject to jurisdiction of courts therein. The provisions of Article 3-7 of the City Code shall apply to this contract as a precedent to proceeding with other actions against the City.

Bidders are advised that Article 3-4-4G applies to the determination of low bidder. This article allows for a preference in the case of supplies or materials using recycled materials.